



DEPARTMENT OF THE ARMY
ADMINISTRATIVE ASSISTANT TO THE SECRETARY
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WASHINGTON DC 20310-0105



January 11, 2002

MEMORANDUM FOR HEADQUARTERS, DEPARTMENT OF THE ARMY
PRINCIPAL OFFICIALS

SUBJECT: Use of Official Travel Frequent Flyer Miles

On 28 December 2001, President Bush signed the Department of Defense Authorization Bill. In response, the Per Diem Travel and Transportation Allowance Committee issued the attached immediate change to the Joint Travel Regulations and Joint Federal Travel Regulations, which became effective 31 December 2001, regarding the personal use of frequent flyer miles earned as a result of official travel.

This memorandum changes the Secretary of the Army policy letter, Policy for Travel by Department of the Army Officials, dated 5 November 2001, in the area of frequent flyer mileage. Effective immediately, the personal use of frequent flyer miles, and similar promotional materials, earned from official travel is authorized in strict accordance with the attached JTR/JFTR change. The Secretary of the Army policy letter will reflect the new language with the next regularly scheduled issuance of the policy.

This change to federal policy is a highly visible and valuable perquisite. I remind all Department of the Army officials to continue to follow transportation and travel policies carefully to mitigate the possibility of the misperception of abuse. The use of pre-negotiated City-Pair fares with commercial air and rail lines will be used at all times, provided the mission can be met adequately. The use of personal frequent flyer miles to upgrade to business or first-class travel is permitted, however wearing military uniforms, or advertising a position or rank with the Department of the Army is prohibited. Approval to fly first-class, or the higher of two offered classes, at government expense remains at the Secretariat level.


Joel B. Hudson